



Manali Patil <manali.patil@ptvaim.com>

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## CV Designing & Resume Building Session

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Jigar Patel <jpatel@ptvaim.com>

Thu, Nov 22, 2018 at 5:33 PM

To: OMKAR DARDE <od231092@gmail.com>, nilampatil0804@gmail.com

Cc: Manali Patil <manali.patil@ptvaim.com>, Bhooshan Malkani <bhooshan.malkani@gmail.com>, Tejashree Deshmukh <tdeshmukh@ptvaim.com>, Admin <admin@ptvaim.com>, Accounts Department <accounts@ptvaim.com>

Dear Students, (@Omkar @Nilam: Please forward this mail to your batch mates and mark us in CC)

The Placement Cell has organised a Session on '**CV Designing & Resume Building**' for your benefit on **Saturday, November 24, 2018** as per the following schedule:

**Division A: 11 am to 1.30 pm**

**Division B: 2.15 pm to 4.45 pm**

**ATTENDANCE FOR THIS SESSION IS COMPULSORY FOR ALL STUDENTS**

**Students have to bring a hard copy of their updated CV for this session as individual queries will be resolved during the session.**

***We have attached the CV format with this mail for your reference. In the CV you can discard those areas completely where you have nothing to write.***

***For eg: If you don't have any work experience, delete the complete 'Work Experience' area. Do not leave it blank or write NIL there.***

Thank you.

With regards,

[Quoted text hidden]

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**Resume\_Template.docx**

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